

Funding Applications

Introduction:

Funding Applications is where you go to access your grant applications. The budget, plus several other important items of information are entered in this section. Currently, there are three types of **Funding Applications** containing all the grants in ePAGE: **Consolidated**, **Competitive** (21st Century) and **IDEA**. Several functions are performed in **Funding Applications**, such as submitting:

- Original Applications.
- Revisions, as needs change.
- Requests for Funds (RFFs) to request federal funds from NDE.
- Final Financial Reports.

In this section you enter grant budgets. In ePAGE a **Budget** is referred to as a **Spending Plan** and is built automatically when you populate the **Supplemental Schedule / Detail** page.

The first time you go into **Funding Applications** for a given fiscal year, the Status will be **Not Started**. Change the status to **Draft Started** by Clicking the blue link to start. The first submission will be referred to by the System as **Revision 0**. Subsequent revisions will be referred to by the System as **Revision 1**, **Revision 2**, etc.

You may submit another **Revision** at any time (until after 6-30-xx of the fiscal year) when the Status is **NDE Executive Director Approved** for the **Consolidated Application** and **NDE Reviewed** for the **Competitive Application** and the **IDEA Application**.

Completing the Spending Plan and Related Pages:

Click the **Login** link from the left menu bar to login with your Login ID and Password.

Click **Funding Applications** from the left menu bar.

On the **Funding Applications** page, make sure that the correct **Fiscal Year** and **All Application Drafts** are selected from the dropdown menus.

- If you are starting a **Revision**, **All Application Drafts** should be selected.
- If you want to see the last prior approved applications, select **Last Approved Applications**.
- If you want to research a revision further back, or research multiple revisions, select **All Approved Applications**. This will display as many approved applications as have been process in the FY selected.

If another **Fiscal Year** is desired, change **Year**.

- The default fiscal year is the fiscal year of today, which changes to the next fiscal year on 7-1-xx.

Click **Refresh View**, when the **Fiscal Year** and **Application** version are correct.

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Funding Applications

Washoe County SD (16)

2008 All Application Drafts Refresh View

Make Choices, Then Click

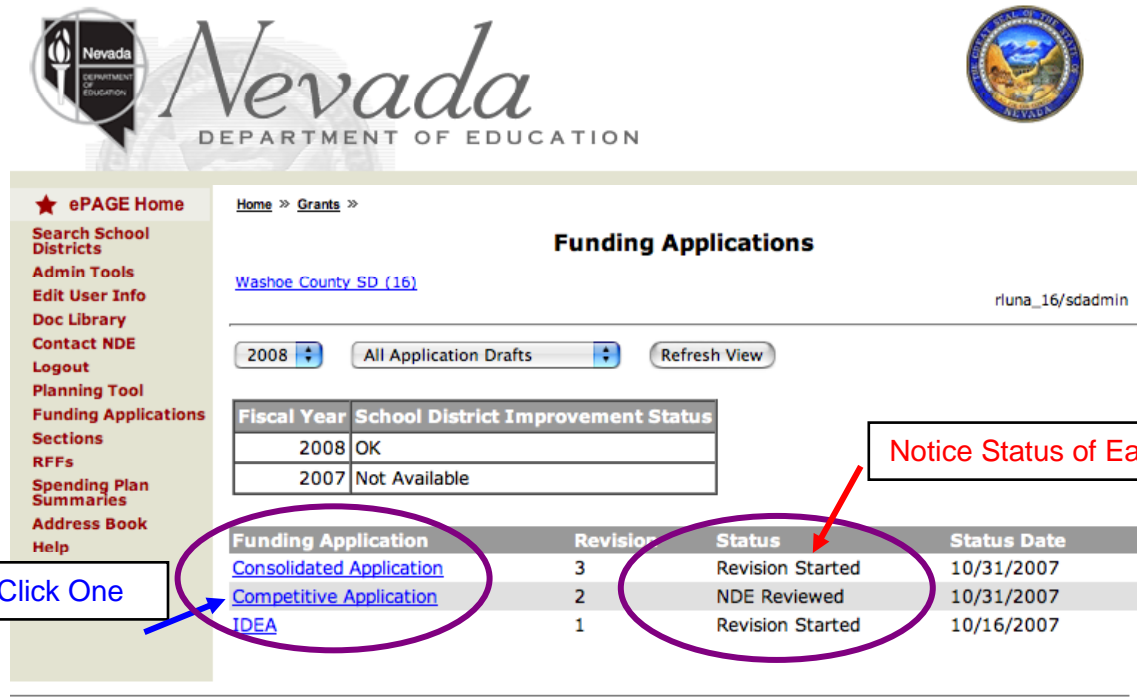
Fiscal Year	School District Improvement Status
2008	OK
2007	Not Available

Funding Applications Available

Funding Application	Revision	Status	Status Date
Consolidated Application	3	Revision Started	10/31/2007
Competitive Application	2	NDE Reviewed	10/31/2007
IDEA	1	Revision Started	10/16/2007

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Notice the **Status** column. In the example below, the **Consolidated Application** and **IDEA** have already had Revisions started. The **Competitive Application** has not yet been started, it is currently in **NDE Reviewed** (approved) status.



Funding Applications

Washoe County SD (16)

2008 All Application Drafts Refresh View

Fiscal Year	School District Improvement Status
2008	OK
2007	Not Available

Funding Application	Revision	Status	Status Date
Consolidated Application	3	Revision Started	10/31/2007
Competitive Application	2	NDE Reviewed	10/31/2007
IDEA	1	Revision Started	10/16/2007

Click One

Notice Status of Each

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Click the blue link for the appropriate funding source (i.e., **Consolidated Application**, **Competitive Application**, **IDEA Application**, etc.)

Notice the **Application Sections** page below. You will notice the **Application Status** is **NDE Reviewed**.

Notice the only options up to this point are **Click Here to Display All Pages** and **Print**.

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Competitive Application Sections

[Washoe County SD \(16\)](#) **First, Notice Status ...** Competitive Application - FY 2008 (Rev 2)

Application Status: NDE Reviewed
(This status does not allow the application to be revised)

Change Status to: [Revision Started](#) or [FFR Draft Started](#) **... & Notice Only Two Options at this Point**

Second, Click [Click Here to Display All Pages](#)

Description	Print
Allocations	Print
21st Century	Print
Assurances	Print
ALL	Print

[View Revision Details](#)
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*** Beginning of Optional Section to Display all Pages in one Application:

White Link: (Click Here to Display All Pages): Most selections in ePAGE are identified with a blue link. The link **(Click Here to Display All Pages)** is white. When you Click **(Click Here to Display All Pages)** you will notice each grant expands, providing blue links to Click to go to the specific pages of each grant.

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Consolidated Application Sections

Washoe County SD (16) Consolidated Application - FY 2008 (Rev 3)

Application Status: **NDE Executive Director Approved**
(This status does not allow the application to be changed)

Change Status to: [Revision Started](#)
or
[FFR Draft Started](#)

Description	(Click Here to Display All Pages)	Print
Allocations		Print
School Information, Title I		Print
Schoolwide, Title I		Print
Targeted Assistance, Title I		Print

In the following example, you will notice under **Schoolwide, Title I**, the selections are: **Spending Plan, Supplemental Schedule / Detail** and **Spending Plan Details**.

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Application Status: **NDE Executive Director Approved**
(This status does not allow the application to be changed)

Change Status to: [Revision Started](#)
or
[FFR Draft Started](#)

Description	(Click Here to Display Sections Only)	Print
Allocations		Print
Allocations		
School Information, Title I		Print
School Eligibility		
Set Asides		
PPA List		
Nonpublic School Service		
Schoolwide, Title I		Print
Spending Plan		
Supplemental Schedule/Detail		
Spending Plan Details		

Click One to go Directly to That Page

Click on any blue link to go directly to that page.

If you do not prefer this view and wish to collapse the selections, Click (***Click Here to Display Sections Only***).

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Consolidated Application Sections

[Washoe County SD \(16\)](#) Consolidated Application - FY 2008 (Rev 3)

Application Status: **NDE Executive Director Approved**
(This status does not allow the application to be changed)

Change Status to: [Revision Started](#)
or
[FFR Draft Started](#)

Description (Click Here to Display Sections Only)	Print
Allocations	Print
Allocations	
School Information, Title I	Print
School Eligibility	
Set Asides	
PPA List	
Nonpublic School Service	

You will notice blue links are now available at the **Section** level.

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Washoe County SD (16) Consolidated Application - FY 2008 (Rev 3)

Application Status: **NDE Executive Director Approved**
(This status does not allow the application to be changed)

Change Status to: [Revision Started](#)
or
[FFR Draft Started](#)

Description (Click Here to Display All Pages)	Print
Allocations	Print
School Information, Title I	Print
Schoolwide, Title I	Print
Targeted Assistance, Title I	Print
Delinquent, Title I-D	Print

Notice the Selections are Again Collapsed at Section (Grant) Level

Using the white link (***Click Here to Display All Pages***) link is not required, but you may find this link useful.

The other way to navigate to other pages within a grant is to Click **Next >>** or **Previous <<** to move in order from one page to the next. You may find this “less direct” method to be a bit slower.

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Spending Plan - MigrantEducation, Title I-C

[Washoe County SD \(16\)](#) Consolidated Application - FY 2008 (Rev 3)

Click **Next >>** or **Previous <<** to move in Page Order Thru the Section (Grant)



Indirect Cos

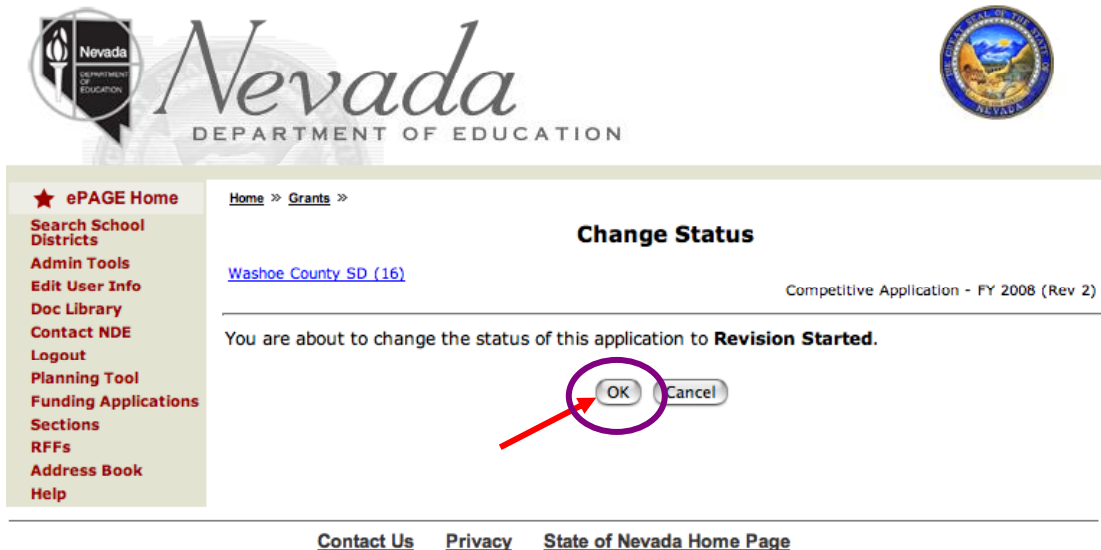
OBJECT CODE	100 Salaries	200 Retirement Fringe Benefits	300-500 Purchased Services	600 Supplies	700 Capital Outlay
1000 Instruction	26,152.58	11,522.00	10,900.00	1,300.00	.00
2100 Student Support Services	.00	.00	.00	.00	.00

The default **Application Sections** setting is with the pages collapsed. If you had previously Clicked (**Click Here to Display All Pages**), then went to another page outside of **Funding Applications** by Clicking another selection at the left menu bar, when you come back to **Funding Applications**, the view will be collapsed. If desired, again Click (**Click Here to Display All Pages**) to expand.

End of Optional Section to Display All Pages in one Application ***

Click the blue link for **Revision Started**.


You will see a page similar to below. Click **OK**.



The screenshot displays the Nevada Department of Education ePAGE interface. At the top, the Nevada Department of Education logo is on the left, and the state seal is on the right. Below the logo is a sidebar menu with links such as 'ePAGE Home', 'Search School Districts', 'Admin Tools', 'Edit User Info', 'Doc Library', 'Contact NDE', 'Logout', 'Planning Tool', 'Funding Applications', 'Sections', 'RFFs', 'Address Book', and 'Help'. The main content area shows a breadcrumb trail 'Home >> Grants >>' and a title 'Change Status'. Below this, a link 'Washoe County SD (16)' is visible. The status is identified as 'Competitive Application - FY 2008 (Rev 2)'. A message states: 'You are about to change the status of this application to **Revision Started**.' At the bottom of this message are two buttons: 'OK' and 'Cancel'. The 'OK' button is circled in purple, and a red arrow points to it. At the very bottom of the page, there are links for 'Contact Us', 'Privacy', and 'State of Nevada Home Page'.


You will be taken to the **Application Sections** page.

In addition to **Click Here to Display All Pages** and **Print**, you will notice there are now two additional options: **Validation** and **Messages**. See example that follows:



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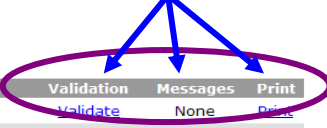
Competitive Application Sections

[Washoe County SP \(16\)](#) 2008 (Rev 3)

Application Status: **Revision Started**

Change Status to: [Draft Completed](#)

Notice 3 Options Exist at this Point



Description (Click Here to Display All Pages)	Validation	Messages	Print
Allocations	Validate	None	Print
21st Century	Validate	Messages	Print
Assurances	Validate	Messages	Print
ALL	Validate	Messages	Print

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The next time you Click **Funding Applications**, you will notice the status is now **Revision Started**.



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[Washoe County SP \(16\)](#) rluna_16/sdadmin

All data currently available is for testing purposes only. (See [Disclaimer](#))

2008

Fiscal Year	School District Improvement Status
2008	OK
2007	Not Available

Funding Application	Revision	Status	Status Date
Consolidated Application	3	Revision Started	0/31/2007
Competitive Application	3	Revision Started	1/14/2007
IDEA	1	Revision Started	10/16/2007

If you have navigated to another section, Click **Funding Applications**.

Click the blue link to the appropriate **Funding Application** you wish to work on.

You will be taken to the **Applications Sections**, similar page as below.

Click the blue link for the appropriate grant for which you wish to enter revisions. In this example, **Delinquent, Title I-D** is chosen.



The screenshot shows the Nevada Department of Education ePAGE Home page. The sidebar on the left contains links: ePAGE Home, Search School Districts, Admin Tools, Edit User Info, Doc Library, Contact NDE, Logout, Planning Tool, Funding Applications Sections, RFFs, Address Book, and Help. The main content area is titled "Consolidated Application Sections" and shows "Washoe County SD (16)" and "Consolidated Application - FY 2008 (Rev 3)". The "Application Status" is "Revision Started" and the "Change Status to" is "Draft Completed". A table lists various application sections with columns for Description, Validation, Messages, and Print. The "Delinquent, Title I-D" link is circled in red.

Description (Click Here to Display All Pages)	Validation	Messages	Print
Allocations	Validate	None	Print
School Information, Title I	Validate	Messages	Print
Schoolwide, Title I	Validate	Messages	Print
Targeted Assistance, Title I	Validate	None	Print
Delinquent, Title I-D	Validate	None	Print
Migrant Education, Title I-C	Validate	None	Print
School Improvement, Title I	Validate	None	Print
Comprehensive School Reform, Title I	Validate	None	Print
Teacher/Principal Training & Recruiting, Title II-A	Validate	None	Print
Enhancing Education Through Technology, Title II-D	Validate	None	Print
I EP Title III	Validate	None	Print

You will be taken to the **Spending Plan** page. The **Spending Plan** page will be blank when you are entering information for the first time in this fiscal year. After entering data for the first time, the **Spending Plan** page will display the last data entered.

Click **Next >>** to navigate to the **Supplemental Schedule / Detail**. This is where you make individual line item additions, changes and deletions to create or modify the budget.



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Supplemental Schedule/Detail - Delinquent, Title I-D

[Washoe County SD \(16\)](#)

Consolidated Application - FY 2008 (Rev 3)

<< Save >>

Remove	Object Code	Purpose Code	Title of Position/Purpose of item	Project Time (FTE)	Quantity	Salary, Rental or Unit Cost	Spending Plan Amount
Remove	Add Object Code Entry						

<< Save >>

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Click **Add Object Code Entry**.

Click the appropriate **Object Code** and **Purpose Code** from the pull downs.

Supplemental Schedule/Detail - Delinquent, Title I-D

[Washoe County SD \(16\)](#)

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<< Save >>

Remove	Object Code	Purpose Code	Title of Position/Purpose
<input type="checkbox"/>	<div> <div>100 - Salaries</div> <div>200 - Retirement Fringe Benefits</div> <div>300-500 - Purchased Services</div> <div>600 - Supplies</div> <div>700 - Capital Outlay</div> <div>800 - Other</div> </div>	2200 Instructional Support Services	View

<< Save >>

Then Click **View/Edit** under the **Title of Position/Purpose of Item** column.

I - Delinquent, Title I-D

Consolidated Application - FY 2008 (Rev 3)

<< Save >>

Purpose Code	Title of Position/Purpose of item	Project Time (FTE)	Quantity	Salary, Rental or Unit Cost	Spending Plan Amount
Instructional Support Services	View/Edit 0/150	0	0	.00	.00
	Add Object Code Entry				.00

<< Save >>

Enter a narrative description, sufficient so others can clearly understand what you are requesting to do with these funds. Be succinct ... only 150 characters are allowed. The **0/150** field is a 'character counter'. As you fill in this area, the 0 will increase with each keystroke. If 150 is exceeded, you will need to delete characters until you get to 150 or less. Click **Done**.

Proceed to fill in the columns **Project Time FTE** (for **Object Code 100 Salaries** only); **Quantity** and **Salary, Rental or Unit Cost**. ePAGE will multiply the **Quantity** times the **Salary, Rental or Unit Cost** to automatically calculate the **Spending Plan Amount** (final column).

II - Delinquent, Title I-D

Consolidated Application - FY 2008 (Rev 3)

<< Save >>

Purpose Code	Title of Position/Purpose of item	Project Time (FTE)	Quantity	Salary, Rental or Unit Cost	Spending Plan Amount
Instructional Support Services	Computers to run Read 180 program to assist struggling readers with an innovative, computer based program of remedial education.	0	5	900.00	4,500.00
Add Object Code Entry					4,500.00

<< Save >>

First, Complete & Click

Second, Complete

At this point, you have successfully added a line to the **Supplemental Schedule / Budget Detail**, which automatically populates the **Spending Plan**. The completed sample line is below:

Supplemental Schedule/Detail - Delinquent, Title I-D

[Washoe County SD \(16\)](#)

Consolidated Application - FY 2008 (Rev 3)

<< Save >>

Remove	Object Code	Purpose Code	Title of Position/Purpose of item	Project Time (FTE)	Quantity	Salary, Rental or Unit Cost	Spending Plan Amount
<input type="checkbox"/>	600 - Supplies	2200 Instructional Support Services	Computers to run Read 180 program View/Edit 128/150	0	5	900.00	4,500.00
Remove	Add Object Code Entry						4,500.00



<< Save >>

Repeat the above process, adding lines until the **Supplemental Schedule / Budget Detail** by using **Add Object Code Entry**, until the amount displayed in the last row of the last column, **Spending Plan Amount**, equals the **Allocation**. Each time you **Add Object Code Entry**, the blank line always appears at the very top of the page. So even if you have many lines, it is easy to find the new line by scrolling to the top of the page.

Remove a Line Item Completely: If you make a mistake or wish to completely remove a line item:

Click the box to the left of **Object Code** labeled **Remove**.

Click the blue link **Remove**.



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Supplemental Schedule/Detail - Delinquent, Title I-D

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<< Save >>

Remove	Object Code	Purpose Code	Title of Position/Purpose of Item	Project Time (FTE)
<input type="checkbox"/>	100 - Salaries	1000 Instruction	Teacher to work with Reading Group View/Edit 36/150	1.00
<input checked="" type="checkbox"/>	100 - Salaries	1000 Instruction	Help View/Edit 4/150	1
<input type="checkbox"/>	200 - Retirement Fringe Benefits	1000 Instruction	Fringe benefits for above teaching p View/Edit 44/150	0
<input type="checkbox"/>	600 - Supplies	2200 Instructional Support Services	Computers to run Read 180 program View/Edit 128/150	0


[Add Object Code Entry](#)

<< Save >>

First, Click

Second, Click

You will see the pop up menu below. Click **OK**.

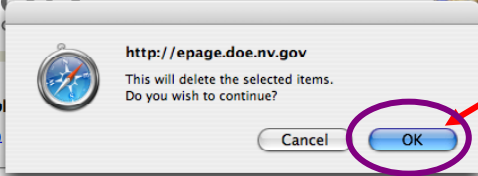
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[Washoe County SD \(16\)](#)

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<< Save >>



http://epage.doe.nv.gov
This will delete the selected items.
Do you wish to continue?


Cancel OK

Remove	Object Code	Purpose Code	Title of Position/Purpose of item	Project Time (FTE)
<input type="checkbox"/>	100 - Salaries	1000 Instruction	Teacher to work with Reading Group View/Edit 36/150	1.00
<input checked="" type="checkbox"/>	100 - Salaries	1000 Instruction	Help View/Edit 4/150	1
<input type="checkbox"/>	200 - Retirement Fringe Benefits	1000 Instruction	Fringe benefits for above teaching p View/Edit 44/150	0
<input type="checkbox"/>	600 - Supplies	2200 Instructional Support Services	Computers to run Read 180 program View/Edit 128/150	0

[Remove](#) [Add Object Code Entry](#)

<< Save >>

This line entry is now gone.

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Supplemental Schedule/Detail - Delinquent, Title I-D
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<< Save >>

Remove	Object Code	Purpose Code	Title of Position/Purpose of item	Project Time (FTE)
<input type="checkbox"/>	100 - Salaries	1000 Instruction	Teacher to work with Reading Group View/Edit 36/150	1
<input type="checkbox"/>	200 - Retirement Fringe Benefits	1000 Instruction	Fringe benefits for above teaching p View/Edit 44/150	0
<input type="checkbox"/>	600 - Supplies	2200 Instructional Support Services	Computers to run Read 180 program View/Edit 128/150	0

[Remove](#) [Add Object Code Entry](#)

<< Save >>

A sample, simple completed **Supplemental Schedule / Budget Detail** is displayed below:

Supplemental Schedule/Detail - Delinquent, Title I-D

[Washoe County SD \(16\)](#) Consolidated Application - FY 2008 (Rev 3)

<< Save >>

Remove	Object Code	Purpose Code	Title of Position/Purpose of Item	Project Time (FTE)	Quantity	Salary, Rental or Unit Cost	Spending Plan Amount
<input type="checkbox"/>	100 - Salaries	1000 Instruction	Teacher to work with Reading Group View/Edit 36/150	1	1	40,000.00	40,000.00
<input type="checkbox"/>	200 - Retirement Fringe Benefits	1000 Instruction	Fringe benefits for above teaching p View/Edit 44/150	0	1	15,000.00	15,000.00
<input type="checkbox"/>	300-500 - Purchased Services	2200 Instructional Support Services	Professional educational consultants View/Edit 55/150	0	1	17,604.00	17,604.00
<input type="checkbox"/>	600 - Supplies	2200 Instructional Support Services	Computers to run Read 180 program View/Edit 128/150	0	5	900.00	4,500.00
Remove	Add Object Code Entry						77,104.00

<< Save >>

Notice the figure in the last row, last column is \$77,104.

A sample **Spending Plan** that was created by the **Supplemental Schedule / Budget Detail** lines is displayed below.

Spending Plan - Delinquent, Title I-D

[Washoe County SD \(16\)](#)

Consolidated Application - FY 2008 (Rev 3)

<< Save >>

Indirect Cost: 3.90 %

OBJECT CODE PURPOSE CODE	100 Salaries	200 Retirement Fringe Benefits	300-500 Purchased Services	600 Supplies	700 Capital Outlay	800 Other	TOTAL
1000 Instruction	40,000.00	15,000.00	.00	.00	.00	.00	55,000.00
2100 Student Support Services	.00	.00	.00	.00	.00	.00	.00
2200 Instructional Support Services	.00	.00	17,604.00	4,500.00	.00	.00	22,104.00
2300 & 2400 Gen. & Sch. Adm.	.00	.00	.00	.00	.00	.00	.00
2600 Safety and Operations							.00
2700 Transportation	.00	.00	.00	.00	.00	.00	.00
2500 & 2900 Comm. & Parent Involvement	.00	.00	.00	.00	.00	.00	.00
Expenditures for Prof. Dev.	.00	.00	.00	.00	.00	.00	.00
Expenditures for Nonpublic Schools							.00
Indirect Costs						.00	.00
TOTAL	40,000.00	15,000.00	17,604.00	4,500.00	.00	.00	77,104.00
Adjusted Allocation							77,104.00
Remaining							.00

[Plus/Minus Sheet](#)

In the above example, notice the **Adjusted Allocation** equals the **TOTAL**, and the amount **Remaining** is .00. If you see a figure other than .00 in **Remaining**, you should go back to the **Supplemental Schedule / Budget Detail** to adjust entries until these two figures equal. (Unless, for reasons not addressed here, your intention is to submit a **Spending Plan** with an amount less than the **Allocation**.)

Scrolling down on the same page, you will notice the blue link ***Plus/Minus Sheet***. Clicking ***Plus/Minus Sheet*** allows you to see changes in dollars made at the ***Purpose*** and ***Object*** levels. Changes are displayed in **red**.

Spending Plan Plus/Minus - Delinquent, Title I-D

[Washoe County SD \(16\)](#)

Consolidated Application - FY 2008 (Rev 3)

OBJECT CODE PURPOSE CODE	100 Salaries	200 Retirement Fringe Benefits	300-500 Purchased Services	600 Supplies	700 Capital Outlay	800 Other	TOTAL
1000 Instruction	\$40,000.00 \$40,000.00	\$15,000.00 \$15,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$55,000.00 \$55,000.00
2100 Student Support Services	\$0.00	\$0.00	\$0.00 (\$77,104.00)	\$0.00	\$0.00	\$0.00	\$0.00 (\$77,104.00)
2200 Instructional Support Services	\$0.00	\$0.00	\$17,604.00 \$17,604.00	\$4,500.00 \$4,500.00	\$0.00	\$0.00	\$22,104.00 \$22,104.00
2300 & 2400 Gen. & Sch. Adm.	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2600 Safety and Operations	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2700 Transportation	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2500 & 2900 Comm. & Parent Involvement	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Expenditures for Prof. Dev.	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Expenditures for Nonpublic Schools	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Indirect Costs	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
TEMPORARY	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL	\$40,000.00 \$40,000.00	\$15,000.00 \$15,000.00	\$17,604.00 (\$59,500.00)	\$4,500.00 \$4,500.00	\$0.00	\$0.00	\$77,104.00
Adjusted Allocation							\$77,104.00

Return

It is strongly recommended after completing the ***Supplemental Schedule / Budget Detail***, you come back to the ***Spending Plan*** page, then Click the ***Plus/Minus Sheet*** to view the changes at the ***Purpose*** and ***Object*** levels. It is recommended you print this page for reference.

After the **Spending Plan** is complete, continue with the other **Funding Applications** pages. There are typically several other pages in **Funding Applications** that need to be completed in addition to the **Spending Plan**.

From the **ePAGE Home** page:

Click **Funding Applications**.

Click the blue link for the appropriate **Funding Application**.

Click either the white link (**Click Here to Display All Pages**) or select a blue link to go to a **Spending Plan** page. The following assumes the user Clicked a blue link to go to the **Spending Plan** for **Migrant Education, Title I C**.

Click **Next >>** to go to the **Supplemental Schedule / Detail** page.

Click **Next >>** to go to the **Spending Plan Details** page. See the following example.

Spending Plan Details - Migrant Education, Title I-C

[Washoe County SD \(16\)](#) Consolidated Application - FY 2008 (Rev 3)

<< **>>**

Needs Assessment

1 Projected Number of Staff 1 Projected Number of FTEs

20 Projected Enrollment

Core Areas (Check at least one)

☒ Reading/Language Arts ☒ Math

☐ Science

Grade Grouping Served (Check at least one)

☒ Preschool ☒ Middle School

☒ Kindergarten ☒ Secondary

☒ Elementary

Type of Program (Check at least one)

☐ Summer ☐ Fall

☒ Year-round

Fill in the various areas on this page as appropriate.

Click **Next >>** to go to the **Eligible Nonpublic Service** page.

★ ePAGE Home

- Search School Districts
- Admin Tools
- Edit User Info
- Doc Library
- Contact NDE
- Logout
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Eligible Nonpublic Service - Migrant Education, Title I-C

[Washoe County SD \(16\)](#) Consolidated Application - FY 2008 (Rev

<<
>>

P/NP ALLOCATIONS - Migrant Education, Title I-C Alloc: \$58,275.58		
	Original	Adjusted
Public:	\$58,275.58	\$58,275.58
Nonpublic:	\$0.00	\$0.00

Displaying matches **1** through **10** of **41** total schools found in this school district.

[Next 10](#)

Number	NONPUBLIC SCHOOL	TYPE OF PARTICIP.	AMOUNT ALLOCATED
116-709	Bishop Manogue High School	Not Participate	\$0.00
216-855	Brookfield School	Not Participate	\$0.00
116-856	Child & Family Research Center	Not Participate	\$0.00
216-858	Child Garden - K	Not Participate	\$0.00

Fill in the various areas of this page as appropriate.

Click **Next >>** to continue to the next page. Depending on the grant you are working with, there could be more pages. Each grant will request different types of information, as particular to that specific grant. Follow this process of entering information, then Clicking **Next >>** until you are back at the **Applications Section** page.

Allocations, Viewing and Transferring Funds: (via NCLB transferability)

The Allocations page can be used to view all funding allocations within each **Application**.

The Allocations page is used to transfer funds from one program to another, as allowed by NCLB transferability provisions. The system will allow you to transfer funds only between allowable programs in allowable amounts.

Click **Funding Applications**

Click the blue link for an Application, in this example, **Consolidated Application** is chosen.

The screenshot shows the ePAGE Home interface. The left sidebar contains a menu with 'Funding Applications' circled in purple. The main content area is titled 'Funding Applications' and shows a table of 'Funding Application Revision Status'. The table has columns for 'Fiscal Year', 'School District Improvement Status', and 'Status Date'. The first row shows '2008' and 'OK'. The second row shows '2007' and 'Not Available'. Below this is a table with columns 'Funding Application Revision Status' and 'Status Date'. The first row shows 'Consolidated Application' (circled in purple) with status 'Revision Started' and date '12/19/2007'. The second row shows 'Competitive Application' with status 'Revision Started' and date '12/19/2007'. The third row shows 'IDEA' with status 'School District Fiscal Representative Returned Not Approved' and date '12/10/2007'. A red arrow points to the 'Funding Applications' link in the sidebar. A blue arrow points to the 'Consolidated Application' link in the table. A box labeled 'First, Click' points to the 'Funding Applications' link. A box labeled 'Second, Click One' points to the 'Consolidated Application' link.

Fiscal Year	School District Improvement Status
2008	OK
2007	Not Available

Funding Application Revision Status	Status Date
Consolidated Application	Revision Started 12/19/2007
Competitive Application	Revision Started 12/19/2007
IDEA	School District Fiscal Representative Returned Not Approved 12/10/2007

Click the blue link **Allocations**

The screenshot shows the ePAGE Home interface. The left sidebar contains a menu with 'Allocations' circled in purple. The main content area is titled 'Consolidated Application Sections' and shows a table of 'Consolidated Application Sections'. The table has columns for 'Description', 'Validation', 'Messages', and 'Print'. The first row shows 'Allocations' (circled in purple) with status 'Revision Started' and date '12/19/2007'. The second row shows 'School Information, Title I' with status 'Revision Started' and date '12/19/2007'. The third row shows 'Schoolwide, Title I' with status 'Revision Started' and date '12/19/2007'. The fourth row shows 'Targeted Assistance, Title I' with status 'Revision Started' and date '12/19/2007'. A red arrow points to the 'Allocations' link in the sidebar.

Description	Validation	Messages	Print
Allocations	Validate	None	Print
School Information, Title I	Validate	Messages	Print
Schoolwide, Title I	Validate	None	Print
Targeted Assistance, Title I	Validate	None	Print

You will be taken to the **Allocations** page. See the following sample.

This page, which is too large to display in its entirety below, summarizes all the programs (grants) in the **Consolidated Application**.

While hard to see in the screen print below, the “clear white” boxes with “0.00” are data fields that can be edited. Each “clear white” box with “0.00” is an area where a District may chose to transfer funds, in accordance with NCLB regulations on transferability.

Allocations

[Washoe County SD \(16\)](#) Consolidated Application - FY 2008 (Rev 4)

<< Save >>

	I-SW	I-TA	I-Neg	I-D Del	I-C Mig	I-SI	I-CSR	II-A TO	II-D Tec
Original Allocation	9,102,377.00	.00	.00	77,104.00	55,000.00	581,809.00	18,668.39	2,168,497.00	93,136.57
Incoming Carryover	1,844,685.32	.00	.00	.00	3,275.58	234,728.19	.00	421,637.53	2,363.45
Outgoing Carryover	.00	.00	.00	.00	.00	.00	.00	.00	.00
Re-alloc Funds	.00	.00	.00	.00	.00	.00	.00	.00	.00
Add'l Funds	3,000.00	.00	.00	.00	.00	.00	.00	.00	.00
Release Funds	.00	.00	.00	.00	.00	.00	.00	.00	.00
Consortium	.00	.00	.00	.00	.00	.00	.00	.00	.00
Forfeited Funds	.00	.00	.00	.00	.00	.00	.00	.00	.00
FFR Release Funds	.00	.00	.00	.00	.00	.00	.00	.00	.00
TOTAL	10,950,062.32	.00	.00	77,104.00	58,275.58	816,537.19	18,668.39	2,590,134.53	95,500.02
Unneeded II A TO	.00							(754,041.89)	.00
Unneeded II-D Tec	.00							.00	.00
Unneeded IV SDF	.00							.00	.00
Unneeded V Innov	.00							.00	.00
From I-SW	.00	.00							
ADJUSTED TOTAL	10,950,062.32	.00	.00	77,104.00	58,275.58	816,537.19	18,668.39	1,836,092.64	95,500.02
Adjusted Spend Plan	10,950,062.32	.00	.00	77,104.00	58,275.58	816,537.19	18,668.39	1,836,092.64	95,500.02

Click One for Data Entry, to Transfer Funds To & From Programs.

In the following example, we are going to transfer \$4,000 from Title IID Tech to Title I Schoolwide. The steps are as follows:

Click the following white box: under the I-SW column, in the **Unneeded IID-Tech** row.

Type “**4000.**”

Click any other white cell, or hit Tab ...

	I-SW	I-TA	I-Neg	I-D Del	I-C Mig	I-SI	I-CSR	II-A TQ	II-D Tec
Original Allocation	9,102,377.00	.00	.00	77,104.00	55,000.00	581,809.00	18,668.39	2,168,497.00	93,136.57
Incoming Carryover	1,844,685.32	.00	.00	.00	3,275.58	234,728.19	.00	421,637.53	2,363.45
Outgoing Carryover	.00	.00	.00	.00	.00	.00	.00	.00	.00
Re-alloc Funds	.00	.00	.00	.00	.00	.00	.00	.00	.00
Add'l Funds	3,000.00	.00	.00	.00	.00	.00	.00	.00	.00
Release Funds	.00	.00	.00	.00	.00	.00	.00	.00	.00
Consortium	.00	.00	.00	.00	.00	.00	.00	.00	.00
Forfeited Funds	.00	.00	.00	.00	.00	.00	.00	.00	.00
FFR Release Funds	.00	.00	.00	.00	.00	.00	.00	.00	.00
TOTAL	10,950,062.32	.00	.00	77,104.00	58,275.58	816,537.19	18,668.39	2,590,134.53	95,500.02
Unneeded II-A TQ	0.00							(754,041.89)	0.00
Unneeded II-D Tec	4,000.00							0.00	(4,000.00)
Unneeded IV SDFS	.00							.00	.00
Unneeded V Innov	.00							.00	.00
From I-SW	.00								
ADJUSTED TOTAL	10,954,062.32					816,537.19	18,668.39	1,836,092.64	91,500.02
Adjusted Spend Plan	10,950,062.32					816,537.19	18,668.39	1,836,092.64	95,500.02

First, Click in the Cell

Second, Type the Amount to Transfer *In*

Third, Notice the Amount of the Automatic Transfer *Out*

... Notice the system has automatically transferred the \$4,000 Out of II-D Tech. At this point, you have successfully transferred \$4,000 from Title IID Tech to Title I Schoolwide.

Click **Next >>**, **Save** or **Previous <<** to save these transferability changes and continue.

			(754,041.89)	0.00
			0.00	(4,000.00)
			0.00	0.00
			0.00	0.00
58,275.58	816,537.19	18,668.39	1,836,092.64	91,500.02
58,275.58	816,537.19	18,668.39	1,836,092.64	95,500.02

Click One to Save Transfers

<< Save >>

Blue links to Planning Tool:

As you are working in the various **Funding Applications** pages, if you scroll to the bottom, you will notice there are blue links to the **Planning Tool**. See the following example.

Pay special notice to the line **SCHOOL DISTRICT PLAN GOALS** line. Notice the amount here is equal (rounded to nearest dollar) to the amount allocated in the **Spending Plan**. These amounts from the **Planning Tool** should reconcile with the following two amounts from **Funding Applications**:

Allocations, and **Spending Plan** total.

The screenshot shows a web form with several key elements and annotations:

- Top Right:** A box labeled "Est Cost Total" contains the value "874,585.65". This value is circled in purple, and a red arrow points from it to the "SCHOOL DISTRICT PLAN GOALS" line item.
- Top Left:** A text box contains the instruction: "Notice the **Spending Plan** amounts (at right) is the same as the **Planning Tool** amounts (below). If not, adjust."
- Document Library:** A section with a checked box and the text: "By checking this box, we agree that we have reviewed the following documents contained in the 'Doc Library' for this program. We also agree that we understand any additional requirements for this program as they are defined in these documents."
- SCHOOL DISTRICT PLAN GOALS:** A line item labeled "SCHOOL DISTRICT PLAN GOALS: (\$874,586 Related by Fiscal Resource)". This entire line is circled in purple.
- Goals List:** Below the main heading, three blue links are listed, each circled in purple:
 - [Climate and Culture \(\\$291,529\)](#)
 - [Improve student achievement and proficiency for all students with special emphasis on disaggregated groups of students as used for AYP determinations \(\\$291,529\)](#)
 - [Learning Opportunities \(\\$291,529\)](#)
- Bottom Left:** A text box contains the instruction: "Notice the **Planning Tool** amount comes from **Fiscal Resources** allocated to three **Goals**, in this example."

Blue arrows point from the three goal links to the "SCHOOL DISTRICT PLAN GOALS" line item, illustrating how the total goal amount is derived from the sum of individual goal allocations.

You will notice Clicking a blue link will pull up a pop up window displaying information from the **Planning Tool**.

Goal Overview

3. Climate and Culture

Description:
Foster and maintain a climate and culture that is collaborative, results-oriented, and positive for both learning and teaching/working throughout the educational community.

Performance Measure:
Employee, parent, and community survey instruments will be used to measure and improve site and district climate indicators.

Fiscal Resources:

Consolidated Application							
Program	Notes	2007	2008	2009	2010	2011	2012
Schoolwide, Title I			265,279.00				
Delinquent, Title I-D			38,552.00				
LEP, Title III			2,000.00				
Safe and Drug-Free Schools (SDFS), Title IV-A			64,418.58				
Innovative Programs, Title V			291,528.55				

SCHOOL DISTRICT PLAN GOALS: (\$874,529)

[Climate and Culture \(\\$291,529\)](#)

[Improve student achievement and proficiency for designated groups of students as used for AYP determinations. \(\\$291,529\)](#)

[Learning Opportunities \(\\$291,529\)](#)

Second, Notice the Pop Up Menu from the **Planning Tool**. Review, Closing the Window When Done.

First, Click a Blue Link to the **Planning Tool**

This demonstrates how the **Funding Applications** and **Planning Tool** are linked.

When you are finalizing the **Funding Application Revision**, Clicking the blue link to **Validate**, then Clicking the blue link to **View Messages**, any discrepancies between **Funding Applications Spending Plans** and the **Planning Tool** will be noted as either **Errors** or **Warnings**. If this occurs, adjust the **Spending Plan** or **Planning Tool**, as applicable.

Assurances:

Each **Funding Application** will have a set of **Assurances** that must be read and agreed to as part of the **Funding Application**.

Click **Funding Applications**.

Click a blue link to select a **Funding Application**.

Scroll down and Click the blue link **Assurances**.

The screenshot shows the ePAGE Home interface. On the left is a navigation menu with links like 'Search School Districts', 'Admin Tools', 'Edit User Info', 'Doc Library', 'Contact NDE', 'Logout', 'Planning Tool', 'Funding Applications', 'Sections', 'RFFs', 'Address Book', and 'Help'. The main content area is titled 'Competitive Application Sections' and shows the 'Washoe County SD (16)' application. The 'Application Status' is 'Revision Started'. Below this, there is a table with columns: 'Description (Click Here to Display All Pages)', 'Validation', 'Messages', and 'Print'. The table lists three sections: 'Allocations', '21st Century', and 'Assurances'. The 'Assurances' link is circled in purple and pointed to by a red arrow. The 'ALL' section is also listed.

Description (Click Here to Display All Pages)	Validation	Messages	Print
Allocations	Validate	None	Print
21st Century	Validate	Messages	Print
Assurances	Validate	Messages	Print
ALL	Validate	Messages	Print

By submitting the **Funding Application**, your district agrees to abide by all the **Assurances**. An authorized **School District Administrator** should follow the steps above to go to this page, read all **Assurances**, and **Print** if desired.

When done reviewing the Assurances, Click **Next >>** or **Previous <<**. You will be taken back to the Applications Section page.

Validate:

The **Validate** function is how ePAGE checks your work, and lists **Errors** and **Warnings**, if applicable.

Errors: Must be corrected before the system will allow the Funding Application to be District Approved.

Warnings: Should be reviewed, but do not need to be change before the system will allow the Funding Application to be District Approved.

Click **Funding Applications**.

Click a blue link to select a **Funding Application**.

Scroll down and Click the blue link **Validated**. You may Click **Validate** for either an **Individual Program** OR the entire **Funding Application**.

See the example below:

The screenshot shows the 'Consolidated Application Sections' page for Washoe County SD (16). The page has a sidebar with navigation links and a main content area with a table of application sections. Annotations include a box pointing to individual 'Validate' links and another box pointing to the 'Validate' link at the bottom of the table.

Search School Districts
Admin Tools
Edit User Info
Doc Library
Contact NDE
Logout
Planning Tool
Funding Applications
Sections
RFFs
Address Book
Help

Consolidated Application Sections
Washoe County SD (16)
Consolidated Application - FY 2008 (Rev 4)

Application Status: Revision Started
Change Status to: Draft Completed

Description (Click Here to Display All Pages)	Validation	Messages	Print
Allocations	Validate	None	Print
School Information, Title I	Validate	Messages	Print
Schoolwide, Title I	Validate	None	Print
Targeted Assistance, Title I	Validate	None	Print
D	Validate	None	Print
M	Validate	None	Print
School Improvement, Title I	Validate	None	Print
Comprehensive School Reform, Title I	Validate	None	Print
Teacher/Principal Training & Recruiting, Title II-A	Validate	None	Print
Enhancing Education Through Technology, Title II-D	Validate	None	Print
LEP, Title III	Validate	None	Print
Safe and Drug-Free Schools (SDFS), Title IV-A	Validate	None	Print
Innovative Programs, Title V	Validate	None	Print
McKinney-Vento Homeless Assistance Program	Validate	None	Print
Q			Print
A			Print
A	Validate	Messages	Print

Click to **Validate** One Program at a Time.

Click to **Validate** the Entire Funding Application.

Click **Messages**. Again, you have the choice of Clicking an **Individual Program** or the entire **Funding Application**.

Search School Districts

Admin Tools

Edit User Info

Loc Library

Contact NDE

Logout

Planning Tool

Funding Applications

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Consolidated Application Sections

[Washoe County SD \(16\)](#) Consolidated Application - FY 2008 (Rev 4)

Application Status: Revision Started

Change Status to: [Draft](#) [Completed](#)

Description (Click Here to Display All Pages)	Validation	Messages	Print
Allocations	Validate	None	Print
School Information, Title I	Validate	Messages	Print
Schoolwide, Title I	Validate	None	Print
Targeted Assistance	Validate	None	Print
Delinquent, Title I-	Validate	None	Print
Migrant Education,	Validate	None	Print
School Improvement	Validate	None	Print
Comprehensive School Reform, Title I	Validate	None	Print
Teacher/Principal Training & Recruiting, Title II-A	Validate	None	Print
Enhancing Education Through Technology, Title II-D	Validate	None	Print
LEP, Title III	Validate	None	Print
Safe and Drug-Free Schools (SDFS), Title IV-A	Validate	None	Print
Innovative Programs, Title V	Validate	None	Print
McKinney-Vento Homeless Assistance Program	Validate	None	Print
Other			Print
Assurances			Print
ALL	Validate	Messages	Print

Click to review **Messages** One Program at a Time. (In this example, Only 1 Program has Messages.)

Click to review all **Messages** in the Entire **Funding Application**.

You will be taken to the **Validation Messages** page. Review & edit as needed. Click a blue link or go to the appropriate area as needed.

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Validation Messages - Consolidated Application

Washoe County SD (16) - FY 2007 (Rev 14)

Final Financial Report:

Message	Type
Amount Expended of \$5,411.22 exceeds Spending Plan Amount of \$3,735.44 for Allen, Lois Elementary School, grant 'School Improvement, Title I, Object #300-500: Purchasing Services.	Error
Carryover Amount (\$0.00) for the grant 'School Improvement, Title I' for Bailey Charter Elementary is less than Amount Available to Carry Over (\$55,000.00). Either increase the Carryover Amount to equal the Amount Available to Carry Over, or click the appropriate checkbox acknowledging that the building does not wish to carry over the entire amount.	Error
Carryover Amount (\$0.00) for the grant 'School Improvement, Title I' for Mariposa Academy Charter is less than Amount Available to Carry Over (\$55,000.00). Either increase the Carryover Amount to equal the Amount Available to Carry Over, or click the appropriate checkbox acknowledging that the building does not wish to carry over the entire amount.	Error
Carryover amount of \$421,673.53 for the grant 'Teacher/Principal Training & Recruiting, Title II-A' may not exceed the unexpended allocation of \$421,637.53.	Error
The Reported Expenditure amount for the grant 'School Improvement, Title I' for Mariposa Academy Charter school are zero, but the Spending Plan Amount (\$55,000.00) is greater than zero.	Warning
The Reported Expenditure amount for the grant 'School Improvement, Title I' for Bailey Charter Elementary school are zero, but the Spending Plan Amount (\$55,000.00) is greater than zero.	Warning
The Schoolwide, Title I carryover amount of \$1,844,685.32 exceeds 15% of the original allocation amount of \$9,030,058.52. The carryover amount should not exceed \$1,354,508.77.	Warning

Return

Contact Us Privacy State of Nevada Home Page

Done Internet 100%

As you correct all **Errors**, and any **Warnings** you chose to change, repeat the **Validate** and **Messages** processes until all **Errors** are gone; and you are satisfied that any **Warnings** are acceptable.

Print, Review & Approve: Make sure the figures in ePAGE match the figures you will use in your district's accounting system for budgets and expenditures.

After completing all pages in **Funding Applications**, your Revision is complete. The status is ready to be changed to **Draft Completed**. Only the **Fiscal Representative** or **Superintendent** can change the status to **Draft Completed**. The **Fiscal Representative** or **Superintendent** will now log in to complete the next steps:

Click **Funding Applications**

Click appropriate **Application**

Click **Draft Completed**



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Consolidated Application Sections

[Washoe County SD \(16\)](#)

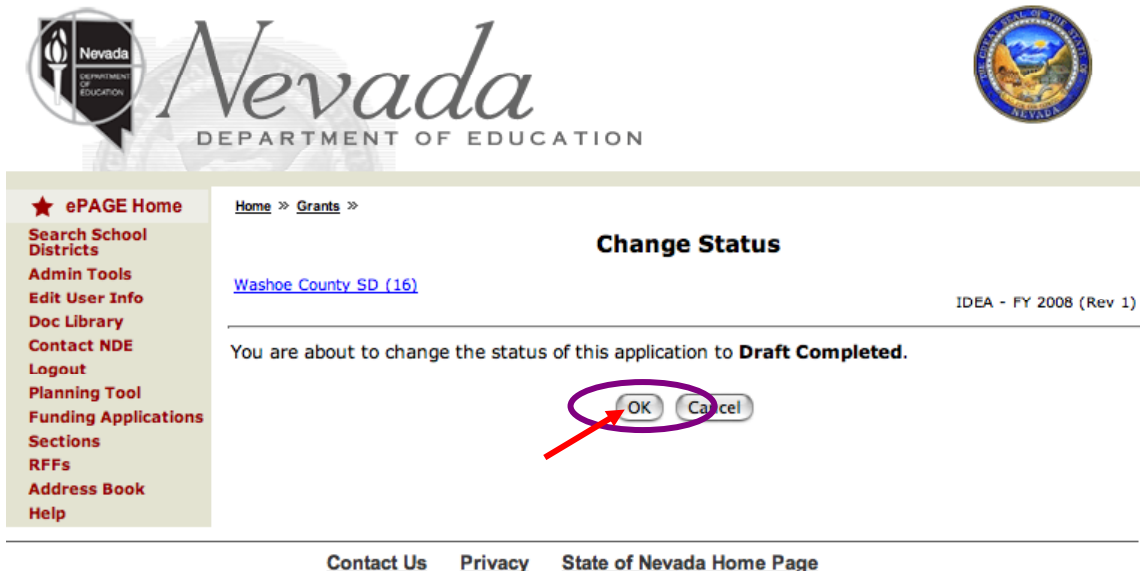
Consolidated Application - FY 2008 (Rev 4)

Application Status: Revision Started

Change Status to: [Draft Completed](#)

Description (Click Here to Display All Pages)	Validation	Messages	Print
Allocations	Validate	None	Print
School Information, Title I	Validate	Messages	Print
Schoolwide, Title I	Validate	None	Print
Targeted Assistance, Title I	Validate	None	Print
Delinquent, Title I-D	Validate	None	Print
Migrant Education, Title I-C	Validate	None	Print
School Improvement, Title I	Validate	None	Print

You will see a page similar to below. The page may contain addition information in the form of **Errors** and **Warnings**. Please carefully review. See prior information on **Errors** and **Warnings**.



Change Status

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Washoe County SD (16)

IDEA - FY 2008 (Rev 1)

You are about to change the status of this application to **Draft Completed**.

OK Cancel

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The **School District Fiscal Representative** will receive an e-mail stating this revision needs to be reviewed. The **School District Fiscal Representative** will then need to **Login** and **Approve** or **Return Not Approved** if not acceptable.



IDEA Sections

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Washoe County SD (16)

IDEA - FY 2008 (Rev 1)

Application Status: Draft Completed
(This status does not allow the application to be changed)

Change Status to: [School District Fiscal Representative Approved](#)
or
[School District Fiscal Representative Returned Not Approved](#)

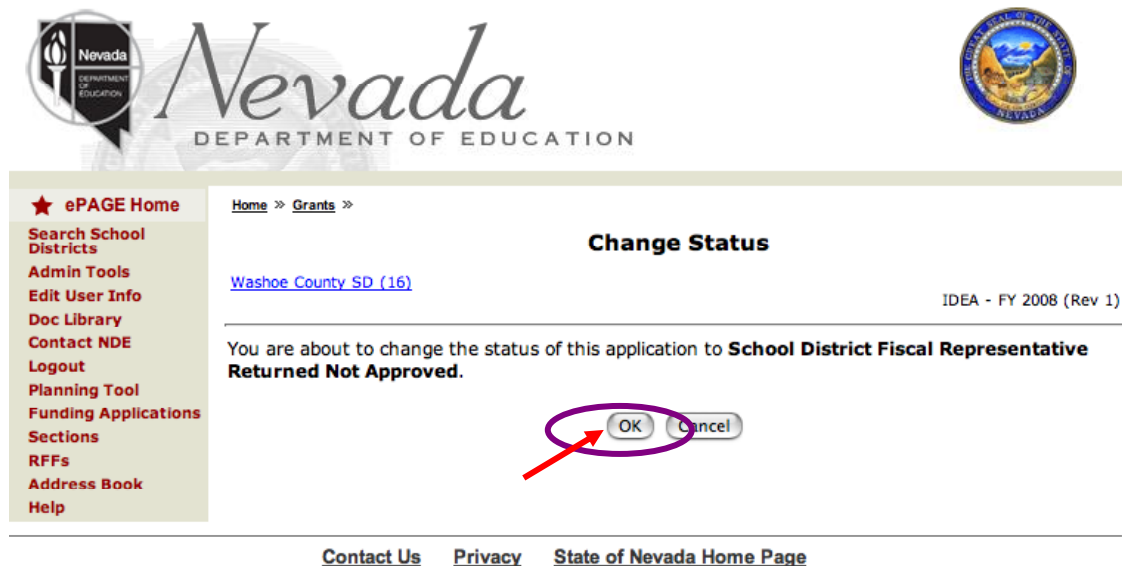
Description (Click Here to Display All Pages)	Validation	Messages	Print
Allocations	Validate	None	Print
Special Education District Improvement Grant	Validate	None	Print
Assurances	Validate	None	Print
ALL	Validate	None	Print

[View Revision Details](#)
[View Status/Comments History Log](#)
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In some cases, an additional page or pop up may require the **School District Fiscal Representative** and **Superintendent / Authorized Representative** to certify additional information. Follow any additional prompts given by the system.

In the following example, we chose to return this **Not Approved** so some modifications could be made. Had this been **Approved**, the message would be similar except it would state the status is being changed to **School District Fiscal Representative Approved**.



If **Not Approved**, the revision will be in status **Returned Not Approved**. After the desired modifications have been made:

From the **Application Sections** page, Click **Draft Completed**.
Click **OK**.

The **Fiscal Representative** will then repeat the review and approval process described earlier.

The **Superintendent / Authorized Representative** will conduct the same review and approval as the **Fiscal Representative**.

After the Superintendent has approved the revisions, the status is waiting for **NDE Review**.

When the revision has been approved by NDE, the **Fiscal Representative** and **Superintendent** will receive e-mail notification. Additionally, any user can check the status as follows:

Click **Funding Applications** from the left menu bar.

On the **Funding Applications** page, make sure that the correct fiscal year and **Last Approved Applications** are selected from the dropdown menus.

Click **Refresh View**. Here you can see the date NDE approved the revision. You can see which **Revision** number is the last to be approved.

NOTE: As of this writing, **NDE Executive Director Approval** is final approval on the **Consolidated Application** and **NDE Reviewed** is final approval on the **Competitive** and **IDEA Application**.

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Washoe County SD (16)

2008 Last Approved Applications Refresh View

Funding Applications First, Make Choices, Then Click

Fiscal Year	School District Improvement Status
2008	OK
2007	Not Available

Funding Application	Revision	Status	Status Date
Consolidated Application	2	NDE Executive Director Approved	10/29/2007
Competitive Application	2	NDE Reviewed	10/31/2007
IDEA	0	NDE Reviewed	10/2/2007

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Please plan accordingly to 2 to 3 weeks normal processing time for NDE review and approval.

When done, **Logout** at the left menu bar.